

MINUTES OF THE DAVIESS COUNTY PUBLIC LIBRARY DISTRICT
BOARD OF TRUSTEES MONTHLY MEETING

November 16, 2016

Members Present: Polly Reynolds, President
Jeremy Edge, Treasurer
Lewatis McNeal, Secretary
Michelle Drake

Members Absent: Beena Vora

Others Present: Erin Waller, Director
Debbie Young, Accounts Manager
John Hagan Codell, Codell Construction Company
Steve Martin, RBS Design Group
Mike Raney, RBS Design Group
Don Wilkins, Reporter – Messenger Inquirer
Ginger Hatley, Admin. Clerk

The meeting was called to order by the President, Polly Reynolds at 5:01 p.m.

Polly Reynolds made a motion to amend the Agenda to present the Old Business, Library Expansion Project Update, first before the Approval of Minutes. Lewatis McNeal seconded and motion carried unanimously.

Erin Waller introduced John Hagan Codell, Construction Manager with Codell Construction Company. Mr. Codell discussed with the Board the building and site plans he and Erin Waller have been revising. Mr. Codell indicated that the estimated building and site budget had not changed much since the original estimates, and was still around \$3 million. He said there is a "little wiggle room" to make changes to possibly get below \$3 million. Mr. Codell also discussed the estimated timeline during the next few months in moving forward with the building project. Mike Raney and Steve Martin from RBS Design Group discussed the revised architectural drawings and answered questions from Board members. After Board discussion, the Board was unanimous in proceeding with the building project. John Hagan Codell, Steve Martin and Mike Raney left the meeting after their discussion ended.

Polly Reynolds called for the approval of the minutes of the October meeting. Hearing no comments or corrections, Michelle Drake made a motion to approve the minutes as presented. Jeremy Edge seconded and the motion carried unanimously.

Jeremy Edge then presented the Treasurer's Report. He went over the receipts and expenditures for the month. Hearing no comments or corrections, Lewatis McNeal made a motion to approve the financial report and expenditures as presented. Michelle Drake seconded and the motion carried unanimously.

Erin Waller was asked to present the Director's Report. Mrs. Waller reported on programs being held in November and upcoming events. Mrs. Waller reported that on November 19 the Library is having its Annual Friends of the Library Stocking Stuffer Book Sale. The Winter Reading with the children and teens has begun. Mrs. Waller also mentioned the Library will be having a Holiday Fair on December 10, with crafts, music, and food. Mrs. Waller also stated the Inter-Library Loans on the Statistical Sheet are down, due to the State was looking for a new courier service. Mrs. Waller also reminded the Board that the December Board meeting has been changed from December 21 to December 14.

Polly Reynolds then called for Old Business, Upcoming Holidays. Mrs. Waller discussed with the Board the open and closed days for the upcoming Holidays. Mrs. Waller indicated the Library would be closed on Saturday, December 24 and Sunday December 25 in observance of the Christmas holidays as well as Saturday, December 31 and Sunday, January 1 for the New Year's holidays. Mrs. Waller asked the Board to also be closed on Monday, December 26 to ease scheduling and overtime issues for the employees. The employees will only be paid for two holidays for Christmas and two holidays for New Years. After Board discussion, Polly Reynolds made a motion for the Library to be closed on Monday, December 26, 2016. Michelle Drake seconded and the motion carried unanimously.

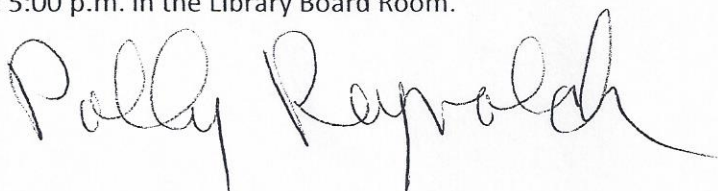
Polly Reynolds then called for New Business. Erin Waller discussed with the Board the proposed employee policy updates. After Board discussion, Polly Reynolds made a motion to approve the amended Holiday and Severe Weather/Emergency Closings policies as well as the New Family and Medical Leaves of Absence policy. Michelle Drake seconded and the motion carried unanimously. The Board decided to table the decisions on Vacation and Sick Policies and to discuss further at the December Board meeting.

Michelle Drake discussed with the Board that she had seen Judge Executive Al Mattingly and he mentioned that the Library Board would be looking for a new Board member since Jeremy Edge had been elected to the Owensboro School District Board. Mrs. Drake said she was unsure of this. Mr. Edge said he had been in contact with KDLA to see if being on the School Board would be in conflict with the Library Board but had not heard back. Mr. Edge indicated he would call Judge Executive Al Mattingly to discuss this issue.

There was no Public Comment.

There was no Closed Session.

Having no further business to come before the Board, the meeting was adjourned at 6:17 p.m. The next meeting of the Daviess County Public Library Board of Trustees will be Wednesday, December 14, 2016 at 5:00 p.m. in the Library Board Room.

A handwritten signature in cursive script that reads "Polly Reynolds". The signature is written in dark ink and is positioned at the bottom of the page, below the meeting adjournment text.